

Stage: **10.7
Delivery Stage**

Responsibility: Project Team

Description: This stage describes the requirements for the delivery of a modified software system. *Exhibit 10.7-1* (provided at the end of the section) summarizes the input, process, control, and output for the Delivery Stage.

Input: Input to the Delivery Stage of software maintenance is the fully tested version of the system as represented in the new baseline.

Process: The tasks for delivery of a modified system include the following:

- Conduct a Physical Configuration Audit (PCA).
- Notify the user community.
- Develop an archival version of the system for backup.
- Perform installation and training at the user facility.

The purpose of a PCA is to verify that the software associated with the modification and its documentation are internally consistent and are ready for delivery. The PCA compares the software components (programs/modules) with its supporting documentation to assure that the documentation to be delivered correctly describes the system components. All discrepancies noted during the PCA, along with plans for their resolution should be documented.

Control: Control for the Delivery Stage includes the following:

- Arrange and document a Physical Configuration Audit
- Provide access to system materials for users, including replication and distribution
- Complete the version description document
- Place under software configuration management control

Work Products: The output of the Delivery Stage includes the following:

- Physical Configuration Audit report
- Version Description Document (VDD).

The VDD contains information pertinent to the version or release of the system that is being delivered. Information provided includes system name, date delivered, version number, release number, brief description of functionality delivered in the modification, and prerequisite hardware and software with its associated version and release number. The current VDD is placed together with VDDs from previous versions/releases to form a complete chronology of the system from its initial implementation or Version 1, Release 1.

Review Process: Conduct structured walkthrough(s) and a Stage Exit.

Exhibit 10.7-1. Delivery Stage

